



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

David Minberg, Treasurer
Harris County Democratic
Executive Committee
3702 Travis
Houston, TX 77002

MAR 15 1995

Identification Number: C00161067

Reference: Amended Year End Report (7/1/93-12/31/93) received
3/7/95

Dear Mr. Minberg:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your calculations for Lines 19 and 20, Column A appear to be incorrect. FEC calculations disclose these amounts to be \$82,801.20 and \$64,054.95, respectively. Please provide the corrected totals on the Detailed Summary Page.

-Line 21(a)(i) of the Detailed Summary Page of your report discloses a total of \$13,025.42 in the federal share of operating expenditures. The sum of the entries itemized on Schedule H4, however, indicates the total to be \$12,013.56. Please amend your report to clarify the discrepancy.

-Line 21(c) of the Detailed Summary Page of your report discloses a total of \$65,127.18 in total operating expenditures. The sum of the entries itemized on Schedule H4, however, indicates the total to be \$64,890.78. Please amend your report to clarify the discrepancy.

-All reports filed with the Commission must be legible in order to be microfilmed and placed on the public record. Please resubmit a legible report disclosing the non-federal share column on Schedule H4, as the original is unacceptable. Your filing will not be considered complete until a legible report is submitted. 11 CFR §104.5

-The totals listed on Lines 19, 20, 21(a)(i), 21(a)(ii), 21(c) and 31, Column B of the Detailed Summary Page

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appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B totals.

-The Summary Page discloses \$194,628.84 on Line 7, Column B, but the Detailed Summary Page shows the Line 30, Column B total to be \$191,850.94. These figures should be the same. Please amend your report accordingly.

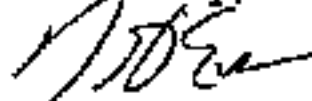
-Your calculations for administrative/voter drive EVENT YEAR-TO-DATE totals are incorrect. EVENT YEAR-TO-DATE totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year within the category. EVENT YEAR-TO-DATE totals for fundraising, direct candidate support, and exempt activities are derived by aggregating all disbursements during the calendar year within a specific event. These should be calculated by adding the latest disbursement for a category or event to the previous EVENT YEAR-TO-DATE total for that category or event. This running EVENT YEAR-TO-DATE total should be disclosed after each disbursement is listed. Please amend your report by providing the correct administrative/voter drive EVENT YEAR-TO-DATE totals.

-Schedule H2 of your report indicates that your committee participated in fundraising activities or events during the reporting period. However, there are no corresponding disbursements reflected on your Schedule H4. If any disbursements were incorrectly reported, you should file an amended Schedule H4 with the correct unique identifying code or title.

Note that you need not include activities on Schedule H2 if there are no corresponding payments made for the activity during the reporting period.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



Neil Evans
Reports Analyst
Reports Analysis Division

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